



## **RHODE ISLAND**

### **DEPARTMENT OF ENVIRONMENTAL MANAGEMENT**

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DIVISION OF FOREST ENVIRONMENT  
1037 Hartford Pike, North Scituate, RI 02857

OFFICE (401)647-3367  
FAX (401)647-3590

#### **ATTENTION FIRE CHIEFS GRANT FUNDS AVAILABLE**

**Application period from June 25 to August 15, 2008**

#### **VOLUNTEER FIRE ASSISTANCE (VFA) PROGRAM GRANTS REQUEST FOR PROJECTS FROM \$1000 TO \$6,000**

**The Division of Forest Environment, Department of Environmental Management, State of Rhode Island, in cooperation with the United States Forest Service, and the Rhode Island Forest Fire Advisory Committee are pleased to announce its cost share grants program for the 2008 year. The program is an integral part of the Volunteer Fire Assistance Program.**

#### **What is the purpose of the Volunteer Fire Assistance Program?**

The purpose of the Volunteer Fire Assistance (VFA) Program, formerly known as the Rural Community Fire Protection (RCFP) Program, is to provide Federal financial, technical and other assistance to State foresters and other appropriate officials to organize, train, and equip fire departments in rural areas and rural communities to prevent and suppress fires. A rural community is defined as having 10,000 or less population. This 10,000 population limit for participation in the VFA Program facilitates distribution of available VFA funding to the neediest fire departments.

#### **HOW DO I KNOW IF I AM ELIGIBLE?**

Following are examples of eligibility requirements for use of VFA funding.

1. A single fire department serving a rural area or a rural community with a population of 10,000 or less is eligible (latest Census).
2. Area fire departments (fire districts, townships, etc.) may serve an aggregate population of greater than 10,000 as long as the service area of the fire department includes a rural area or a rural community having a population of 10,000 or less. The VFA funding must be used to benefit the rural population.
3. A single county or town with a population over 10,000 that is served by two or more fire districts operating entirely within the bounds of the county or town may qualify as long as the service area of a given fire department includes a rural area or a rural community or the population of the fire department's jurisdiction is 10,000 or less. The VFA funding must be used for the rural area.
4. A single community with a population greater than 10,000 and having a single fire department with one or more fire stations may qualify. The fire department must have a service area that includes a rural area or community that does not exceed 10,000 populations. The VFA funding must be used only for the benefit of the rural population. Similarly a single community with a population greater than 10,000 that also provides fire protection to an adjoining rural community of 10,000 or less population by contract may also be eligible provided the VFA funding is used entirely to support the rural community.
5. **A single community fire department serving a population greater than 10,000 and not providing protection to a rural area or to a rural community is not eligible for VFA financial assistance.**

**DEADLINE:** The application deadline is: **4:00 P.M. on August 15, 2008.**

#### **HIGHLIGHTS OF THE VOLUNTEER FIRE ASSISTANCE -2008 GRANT PROGRAM:**

- 1) For this grant the following items or functions will be eligible: a) wild land personnel protective equipment (if interested in ordering from General Services Administration (GSA) and are not on their list, one should contact this office to establish a Memorandum of Agreement in order to qualify for purchasing through GSA); b) Pumps and or their equipment used in wild land suppression; c) skid units; d) class A foam used in wild land

- fire suppression; e) equipment for foam application; f) hand or power tools used in wild land suppression; g) wild land forest fire training; h) hazard mitigation (control burns, mechanical fuel reduction).
- 2) Application deadline is: **4:00 P.M., August 15, 2008**
  - 3) Only Grant requests from \$1,000 to \$6,000 will be considered, i.e: (\$4,000 request + \$4,000 match = \$8,000 total project)
  - 4) Application must include: the completed application form with budget information and appropriate attachments. **Submit original plus 3 copies to: Paul Dolan, Deputy Chief, Department of Environmental Management, 1037 Hartford Pike, North Scituate, Rhode Island 02857 4 P.M. on Friday August 15, 2008—no exceptions.**

### **WHAT EXACTLY DO I HAVE TO DO TO APPLY FOR THIS GRANT?**

1. Be eligible as a qualifying fire department. See eligibility qualifications.
2. Provide a one page narrative proposal referencing eligible equipment and/or products.
3. Applications are not limited to only one item. Your limitation is the amount of cost share money we will award your department.
4. Fill out a budget sheet stating how much the total project is, would be, and how much you are requesting. Remember the 50/50 match.
5. Complete and sign the grant application form. See last page.
6. Submit **3 copies plus the original** to the Division of Forest Environment before deadline. See above section (#4) for address.

### **PROGRAM GUIDELINES:**

1. The application form must be signed by an authorized representative of the fire department/municipality.
2. Application must be technically consistent and complete.
3. **Only grant requests from \$1,000 up to \$6,000 will be considered. That translates to \$2,000 through \$12,000 projects with a 50/50 match**
4. Final selections will be made by September 15, 2008. **Project MUST to be completed by June 30, 2009.** Projects and/or final reports not completed by this date will be terminated—**NO EXCEPTIONS.**
5. Funds will be sent **only** when the project has been satisfactorily completed with final reports received and approved.
6. Final report to include: proof via invoices that equipment, products etc. were purchased -- cancelled checks copied on both sides and/or an electronic copy; if volunteer hours or municipal hours were used, supply proof via town payroll information or sign in sheets.
7. Technical assistance is available throughout the application process and the project from the Division of Forest Environment. Call Paul Dolan at the Division of Forest Environment.

### **MATCHING FUNDS GUIDELINES:**

- \* Minimum match – 50 % of the total project.
- \* Applicants may match grant funds with cash, in-kind contributions (volunteer labor, municipality/ organization personnel and equipment) donations, and administrative costs directly related to the project.
- \* Volunteer labor may be estimated at \$19.51 per hour per person as of 4/10/2008. (Per Independent Sector).
- \* All project expenses and matching fund/in-kind contributions (whether labor or donations or other must be fully and appropriately documented.) Instructions will be provided to successful candidates.

### **JUDGING CRITERIA:**

- \* Applications will be evaluated by members of the Division of Forest Environment and the Rhode Island Forest Fire Advisory Committee.
- \* Project must demonstrate that it will be used in Wild land fire suppression.

**A Grant Information Workshop will be held on Tuesday, July 22, 2008 from 7 to 9 PM at the Potterville Fire Station, 953 Tunk Hill Road (Route 12), Scituate, RI. RSVP -- 647-3367.**

**VOLUNTEER FIRE ASSISTANCE (VFA) *RHODE ISLAND* - 2008  
GRANT APPLICATION AND CERTIFICATION FORM**

**APPLICATIONS WILL NOT BE ACCEPTED ELECTRONICALLY**

Name of applicant (fire department): \_\_\_\_\_  
\_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Contact Person \_\_\_\_\_ Tax ID \_\_\_\_\_

Eligible Project \_\_\_\_\_

Amount you are requesting \_\_\_\_\_

**NARRATIVE:** (*one sheet of paper please*)

1. Describe the project and explain how it meets the goals of wild land fire suppression, in your community.
2. Describe how the project adheres to the guidelines.

**BUDGET:** (*one sheet of paper please*)

1. List the budget – supplies – labor – equipment

TOTAL GRANT REQUEST – (50%) \_\_\_\_\_

APPLICANT MATCH – (50%) \_\_\_\_\_

TOTAL - (100%) \_\_\_\_\_

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I HEREBY CERTIFY THAT I HAVE READ THE APPLICATION AND WILL ADHERE TO ALL RULES, REGULATIONS, GUIDELINES AND DEADLINES. I HAVE READ THE ELIGIBILITY REQUIREMENTS AND WE DO QUALIFY TO APPLY FOR THIS GRANT.

I ALSO CERTIFY THAT I AM AUTHORIZED TO MAKE THE DECISION FOR

(Name of organization/municipality) \_\_\_\_\_

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(Signature)    Name and Title

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(Printed)    Name and Title